

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**UNIT HEATER, HOT WATER**

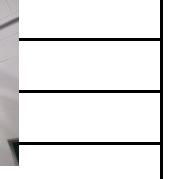
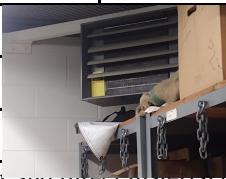
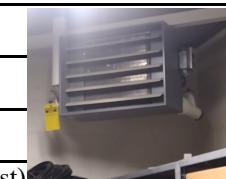
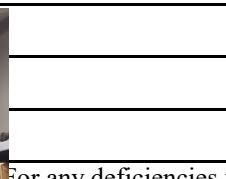
**SITE AND BLDG #:** WV020-01

**LOCATION/RM #:** WO# 13258 **ASSET #:** See Notes

**MECHANIC SIGNATURE:** *Ruben A. Barker* **DATE:** Jul 17, 2023

**START TIME:**

**FINISH TIME:**

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		YES	NO	
<b>SPECIAL INSTRUCTIONS</b>				
1	Schedule shutdown with operating personnel.	●		
2	Follow lock out/tag out procedures at all times. De-energize or discharge all hydraulic, electrical, mechanical, or thermal energy prior to beginning work.	●		
<b>TO BE PERFORMED AT EACH</b>				
1	Check valve for signs of abnormal wear and leaks. Replace packing if needed.	●		
2	Clean the coils	●		
3	Comb the fins as needed.	●		
4	Clean all fans and motors.	●		
5	Check operation of controls and safeties.	●		
6	Lubricate as required.	●		
7	Check all motors, belts, pulleys, shafts, etc. for alignment.	●		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

**Additional Notes:** 4084 4091 4092 4217 4396 4397 4398 4430 4531